



Ledding Library Board Meeting

**December 29, 2011, 6:30 PM
Ledding Library Pond House**

Meeting called by: Library Board Chair Tom Hogan

Board Members present: Tom Hogan, Mark Docken, Colleen Schacht and Ed Zumwalt

Library Staff: Nancy Wittig

MEETING MINUTES

CALL TO ORDER – Library Board Chairperson Tom Hogan called the meeting to order at 6:30 pm.

APPROVAL OF MINUTES – The minutes of the November 28, 2011 were approved as submitted with the comment by Mark Docken to review the circulation statistics.

NEW BUSINESS

LIBRARIAN'S REPORT

Budget – It was reported at the November 30 budget retreat that there is an ongoing gap in the City's operating budget for the General Fund. Each department was asked to identify ways to reduce costs. Jana offered the following cuts:

- \$5000 supplies (reducing from \$25000 to \$20000)
- \$5000 rent & leases (McNaughton already reduced \$4000)
- \$1500 travel & training line items combined (this cuts them in half; we have only spent \$15 so far this fiscal year)

The following week, we told Finance the cut to supplies would have to wait until next fiscal year. It was also asked that if the Library is not in the General Fund,

why are we reducing? We were told that the Library has its own operating gap to address in coming years, so it is still wise to find savings.

No further cuts have been requested yet, but expect to have clearer picture by mid-January. City Manager plans to inform all city staff of budget situation at a meeting on January 24. If asked for further reductions, we'll let the Board know.

Internet policy change – We changed our internet usage policy to a one hour limit per person per day on December 22. The goal was to make more internet computers available to more people. Patrons were discouraged to have more than an hour wait, and the computers were often used for 3-4 hours per day by the same people. The Reference staff deserves credit for figuring out a way to make this work while still allowing the use of guest passes.

Ebook titles – LINCC libraries are currently debating adding additional titles to Library2Go. The goal is to shorten the holds wait for our patrons. The Library2Go "Advantage" program would allow only LINCC patrons to access titles purchased by LINCC libraries. All libraries have been asked to try to contribute a percentage of their book budget toward ebooks in order to reach this goal. This is still in discussion stage with all libraries and we are awaiting our new director's arrival. There was a lengthy and philosophical discussion of books vs. ebooks and the future of libraries.

CIS career database - We have received posters and flyers promoting this database and it is our featured database in our monthly newsletter.

Database selection – LINCC libraries are currently evaluating/ranking databases. The goal is to select the top 5 databases that all libraries will jointly fund next fiscal year and that all patrons may access.

Holiday hours – The Library did close 1 hour early on December 24/Christmas Eve.

Police matter – There was an arrest of a Milwaukie man on sex abuse charges last week. A press release on 12/21 did list the local libraries as a place he frequented. News crews interviewed the mother of the victims in our amphitheatre.

OLD BUSINESS

New Library Director – A welcome for the new Library Director, Katie Newell, was discussed and it was decided that we would plan it closer to the next meeting.

PROJECT UPDATES AND PROGRESS REPORTS

1. **Milwaukie Poetry Series update** - Tom reported that there was 80% attendance at the last Poetry reading with Jim Shugrue.
2. **Library Expansion Task Force update** – The next meeting is Thursday, January 26 at 6 pm.
3. **Facebook page** – Grady shared the social media policy with department heads in mid-December. Sarah met with him that same day and is now working on creating a Facebook page for the library. She hopes to have it ready in some form by the end of January
4. **Author's Quarterly** – The next AQ will be held at the Pond House on Thursday, January 19, 2012 and will feature authors Mary Angeline Bell, Bob Bresky and Jonathan Stewart.

The meeting was adjourned at 7:30 pm.

NEXT MEETING DATE

Monday, January 23, 2012, 6:30 pm at Ledding Library Pond House

Please contact Nancy Wittig at 503-786-7582 or wittign@ci.milwaukie.or.us if you cannot attend the meeting.